

North Carolina Department of Health and Human Services
Division of Aging and Adult Services

2101 Mail Service Center • Raleigh, North Carolina 27699-2101
Courier 56-20-02 Phone 919-733-3818 Fax 919-715-0023

Michael F. Easley, Governor
Dempsey Benton, Secretary

Dennis W. Streets, Director
(919) 733-3983

July 29, 2008

DEAR COUNTY HEALTH DEPARTMENT DIRECTOR
DEAR DEPARTMENT ON AGING DIRECTOR

SUBJECT: Midyear DHHS Blanket Bond Reconciliation

The Adult Services Section of the Division of Aging and Adult Services (DAAS) is preparing for the midyear reconciliation of the Department of Health and Human Services (DHHS) Blanket Bond for Disinterested Public Agent Guardians. This reconciliation is part of the Division's responsibility in managing the DHHS Blanket Bond.

North Carolina General Statute 35A-1239 requires bond coverage for all disinterested public agents appointed to serve as guardians, whether they are appointed to serve as guardians of the person, estate or general guardians. Therefore, it is important that the Division's records be kept current to maintain valid coverage for each ward registered in the DHHS Blanket Bond system.

According to our records, the attached "*Wards by Agency Report*" lists the wards for whom you have guardianship responsibility. The report was current as of July 25, 2008, the date it was printed. We request that you closely review each entry on the report, paying particular attention to the following:

- Wards for whom you are no longer responsible and whose names should be deleted from your list.
- Wards for whom you are responsible but whose names are not on the list.
- Date of the guardianship appointment.
- Estate and bond coverage amounts listed for each ward.
- Date of birth for each ward.
- Name and title of the public agent guardian.

If you need to add/delete a ward, or make any changes and/or updates to your agency's bond list, you must submit the information on a DHHS-7016 (rev. 1/04) form. A copy of the form may be accessed online at

<http://info.dhhs.state.nc.us/olm/manuals/doa/gs/man/dhhs7016.pdf>.

Dear County Director
Re: Midyear DHHS Blanket Bond Reconciliation
July 29, 2008
Page 2

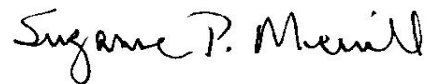
All DHHS-7016 forms containing new information should be mailed to:

Division of Aging and Adult Services
Adult Services Section
ATTN: Kate Walton
2101 Mail Service Center
Raleigh, NC 27699-2101

PLEASE SUBMIT YOUR DHHS-7016 FORMS BY AUGUST 29, 2008.

If you have questions or need additional information, please contact Ms. Walton at (919) 733-3818.

Sincerely,

A handwritten signature in black ink that reads "Suzanne P. Merrill". The signature is written in a cursive style with a large, stylized 'S' and 'M'.

Suzanne P. Merrill, Chief
Adult Services Section

SM/ksw

AFS-07-2008

Attachment